

State Board of Internal Control Minutes

Date: August 26th, 2020

Location: Room 414
State Capitol Building (4th floor)
500 E. Capitol Ave.
Pierre, SD

Time: 1:30 PM

1. Roll Call of Board Members

A. Liza Clark called the meeting to order at 1:30 PM

B. Allysén Kerr called the roll

Members present:

- i. Kellie Beck – DOT
- ii. Liza Clark – BFM
- iii. Heather Forney – BOR
- iv. Greg Sattizahn – UJS - Excused
- v. Brenda Tidball-Zeltinger – DSS
- vi. Chris Petersen – GFP/SDDA
- vii. Rich Sattgast – State Auditor
 - a. Quorum is present

2. Approval of Agenda

A. Motion to approve agenda

- i. IT WAS MOVED by Rich Sattgast, seconded by Chris Petersen
- ii. The motion carried with unanimous voice vote.

3. Approval of Minutes

A. Motion to approve minutes from June 30th, 2020

- i. IT WAS MOVED by Heather Forney, seconded by Kellie Beck
- ii. The motion carried with unanimous voice vote.

4. Recurring Discussion Items

A. Russ Olson from DLA introduced himself as the new Auditor General. Marty Guindon worked with this board since the beginning and I plan to continue that. He discussed the audit finding reporting process and encourage the Board to reach out if they have questions.

B. Sub-recipient Audit Notifications from DLA (SDCL 1-56-9)

i. Attorney General

- 1. Kelsey Roth – Finance Officer for ATG discussed the finding for the South Dakota Network Against Family Violence and Sexual

Assault. She overviewed the finding the corrective action plan. She indicated that ATG intends to conduct more frequent reviews of the network.

2. Heather Forney- I noticed that the anticipated completion date for some of these was March of 2020. Have those been completed?
3. Roth- According to the network, yes that has been completed.

C. GOAC Update

- i. Liza Clark indicated that GOAC met on June 30th and again today. She reviewed the committee meetings.
- ii. Allysen Kerr provided a review of the material she covered with GOAC on the morning of 8/26/20 which included the annual work plan and report.

5. Framework Project Update

A. Department of Agriculture

- i. Allysen Kerr provided an update on the Department of Agriculture's Internal Control Framework implementation.
- ii. Chris Petersen – Finance Officer for SDDA, provided an overview of the internal control implementation at the Department of Agriculture.

6. Other Discussion Items

A. Subrecipient Audit - Repeat Finding Guidance

- i. Allysen Kerr provided a review of the repeat finding guidance that was requested at the last meeting.

7. Agenda Items for Next Meeting

A. N/A

8. Public Comment

A. N/A

9. Adjourn

A. Motion to Adjourn

- i. IT WAS MOVED by Rich Sattgast, seconded by Kellie Beck
- ii. The motion carried with unanimous voice vote.

Note: This meeting is being held in a physically accessible location. Individuals with disabilities who require a reasonable accommodation in order to participate in the meeting should contact the Bureau of Finance and Management at 605-773-3411. Please request the accommodation at least 2 business days prior to the meeting.